



**TO: EPC Representatives**

**FROM: Ken Swink, Director**

**DATE: September 20, 2021**

**RE: Minutes of September 14, 2021**

The Southwestern Ohio Educational Purchasing Council met in-person and virtually via Zoom at its regular meeting on September 14, 2021, at 1:00 p.m. at Aullwood Audubon Center, 1000 Aullwood Road, Dayton, Ohio. Executive Board Committee Chairperson, Ken Lackey called the meeting to order.

**MEMBERS VIRTUALLY & IN-PERSON PRESENT:** John Stephens, Arcanum Butler; Tina Hageman, Bethel; Carla Surber, Bradford; Dan Bassler, Carlisle; Chad Mason, Cedar Cliff; Linda Leonard, Clark Co Juvenile Detention; Jenn McCoy, Coldwater; Carmen Siefring, Covington; Michael Grey, Darke Co ESC; Jeff Lewis, Deer Park; John Stanley, East Clinton; Jeff Parker, Rachel Tait, Eaton; Jeff Patrick, Fairborn; Deanne Knapke, Fort Recovery; Lance Perry, Fairfield Local; Jeremy Pequignot, Franklin Monroe; Kristie Purtee, Graham; Eva Anderson, Greene Co CC; Bonnie Baldrige, Greenfield; Eva Anderson, Greene Co CC; Amy Ayers, Hardin Houston; Mary Jo Baker, Holy Angels; Sam Braun, Huber Heights; Veronica Gayotin, Lakota; Carry Woodruff, Lima; John Ames, Loveland; Ken Lackey, Kettering; Jerry Ellender, Mad River; Debbie Black, Joni Daniels-Blouse, Miami Trace; Brad McKee, Miami Valley CTC; Steve Homan, Miamisburg; David Stevens, Milton-Union; Andrew Kinder, Jeff Winchester, Mississinawa; Montgomery Co DDS; Jennifer Parsons, Andy Meckstroth, New Knoxville; John Kronour, Northeastern; Ann Ferraro, Brandon Knecht, Northmont; Shawn Hoff, Preble Co ESC; Jean Borchers, Russia; Foresta Shope, Sciotoville; Michael Watkins, Sidney; Scott Gilbert, Springboro; Dave Lyle, Jerri Arthur, Springfield; Jennifer Bruns, St Henry; Denise Robinson, Tecumseh; Kim Hagen, Tipp City; William Derringer, Tri County North; Josh Sagester, Tri Village; Scott Cottingim, Twin Valley; Anthony Fraley, Upper Valley CC; Charlies Thiel, Urbana; Marcus O'Brien, Vandalia Butler; Buckie Caulley, Washington Court House; Chelsea Baldwin, West Liberty Salem; Jo Anna Carraher, Williamsburg; Curt Bone, Wilmington; Bryan Shirey, Xenia; Belinda Kenley, Gary Pfister, Sara Little, Tanner Ayers, Kerstin Wilson, Energy Optimizers USA; Christy Fielding, Shay Moran, Waibel Energy Systems; Ken Swink, Stephanie Zinger, Doug Merkle, Cristi Goldshot, JeanAnn Cloud, Robin Houston, EPC.

**2022-1. Approval of Minutes** - Motion of Anthony Fraley, seconded by John Kronour, that the minutes of [May 11, 2021](#) be approved. Motion carried.

**2022-2. Membership Applications** - Ken Swink reported that [Archbold Area Schools](#) and [Kenton City Schools](#) have requested membership in the EPC. The Executive Board at its September 14th morning meeting recommended presentation of the new districts to the general membership for approval. Motion of Ann Ferraro, seconded by William Derringer, that the districts be approved for membership. Motion carried.



**September 14, 2021 Minutes**

**Page 2**

**Welcome to the New School Year** – Ken Swink thanked everybody for their continuing Membership with the Southwestern Ohio Educational Purchasing Council. The 2021-22 School Year will be the sixth year in which we will be waiving membership fees. [A complete list of EPC Programs and Services](#) was included in the meeting packet. If you need any assistance or have questions about any of these programs, please let us know.

### **COMMITTEE PROGRAM REPORTS**

**Audio Visual** – Ken Swink announced that the Audio-Visual Discounts that we share with META Solutions was extended over the summer and valid July 1, 2021 through June 30, 2022. Vendors include: Audio Resource Group, AVES, Brown Enterprise Solutions, Camcor, Pyramid School Products and Schoolhouse Electronics. You may view the list of vendors supplying discounts on the [EPC Website](#).

**Classroom Supplies** – Ken Swink reported that current pricing may be viewed on the [EPC Website](#). Flyers from [Friends Office on their Laserfiche program](#) as well as flyers from School Specialty's [Online Ordering](#), [Areas they Offer](#) and [Learning Forward Solutions](#) were shared with the membership.

**Cloud Communication Systems** – The most recent [flyer from Nebula Solutions](#) was shared with the membership. WebEx, Go-To Meeting, Mutli-party video, Mobility, Redundancy, Disaster recovery, recording, easy to use management tools (web based from anywhere), and Free phones, are just some of the features available to EPC Members. Email [epc@nebulasolutionsinc.com](mailto:epc@nebulasolutionsinc.com) for your no cost, no obligation analysis or call 888-824-1755 with any questions.

**Custodial Supplies/Air Filters** – [Christy Fielding of Waibel Energy Systems](#) updated our members on the EPC Air Filter program. EPC Air Filter [Pricing is available on the EPC Website](#) and districts are encouraged to contact her with any questions or to setup an account with Waibel. [Click here to view additional information on ordering](#).

**Design Build & Performance Contracting Services** – Ken Swink announced that the EPC has bid Design Build and Performance Contracting Services on behalf of our school district members. The Request for Qualifications (RFQ) and Request for Proposals (RFP) process complies with Ohio Revised Code Sections 153.65 through 153.71 and Chapter 167. The methodology used will best facilitate and expedite design build and performance contracting services for facility/HVAC improvements on behalf of EPC members. This process (Ohio Administrative Code section 3318:1-10) waves the competitive bidding process and allows Schools/Public Entities to expedite necessary/critical installations or upgrades to meet short deadlines, expected long lead times for equipment and assure safer buildings. Awarded Design Build firms must be able to offer a performance contract process that guarantees the financial and operational performance of the project upgrades that are effective, proven, and measurable strategies.



September 14, 2021 Minutes

Page 3

### Design Build & Performance Contracting Services (Continued)

A description of [the step by step process needed to get started using this program](#) was included in the meeting packet. The four qualified recommended vendors ranked in order by the price they submitted from lowest to highest:

- Evans Energy - View [Evans Energy's Zoom Introduction Video](#), View their [Flyer](#)
- EBEB Solutions - View [EBEB Solutions Zoom Introduction Video](#), View their [Flyer](#)
- Energy Optimizers, USA - View [Energy Optimizers, USA's Zoom Introduction Video](#), View their [Flyer](#)
- Prodigy Solutions - View [Prodigy Solutions Zoom Introduction Video](#), View their [Flyer](#)

You may also view the EPC's suggested licensed criteria engineer, [Tri Tech's Zoom Introduction Video](#) and [Flyer](#).

**Disinfection as a Service** – A flyer from [Alpha & Omega on Germstop Disinfection Service](#) and [Waibel's Healthy Building Services](#) was included in the packet. If you would like contact information or pricing from any of our three awarded Disinfection as a Service vendors (Alpha & Omega, Waibel Energy Systems or Medical Illumination/VidaShield UV24) please contact [Robin at the EPC Office](#).

**Drug & Alcohol Testing** - Ken Swink reported that the EPC has secured Drug and Alcohol Testing pricing through July of 2022. The recommended Vendors include: Citran Occupational Health, Grand Lake Health Systems, Highland District Hospital, Mercer Health, Mercy Health, Mobile Health Services, Premier Occupational Health, TriHealth/Bethesda Care, Van Wert County Hospital and Wilson Occupational Health. [Pricing, location listings and hours of operation](#) are available on the EPC Website.

**Fine Paper** – Ken Swink reported that due to the recent membership meeting schedule changes, paper pricing will now be extended for periods of 2 months at a time instead of the 3 months at a time it previously covered. Sterling Paper's lowest cost 8 ½ x 11 White Copy Paper "Whitecopy" has increased from \$31.08/case to \$33.43. Veritiv's Comet 92 has increased from \$29.40/case to 31.90/case. Both Sterling Paper and Veritiv offer an additional 1% discount if paid in net 30 days and further possible discounts on half or full truck loads upon contacting the vendor directly. A [paper pricing comparison](#) was distributed. You may view all [current pricing](#) on the EPC Website.

**Food Service** – Stephanie Zinger announced that the impacts of COVID continue to wreak havoc on nearly all industries globally, including school food service. Through no fault of their own, your school food service staff will experience significant product availability issues. The EPC has been in talks with all segments of the supply chain and across all sectors, the feedback has been that product availability issues will not resolve this school year. [A letter explaining these problems](#) was shared with our EPC member food service supervisors. The document also includes a link to a folder which contains individual letters from each individual vendor we have been working with on these issues. If you need food service related assistance, have procurement questions or if you are interested in our Food Service Consulting program please contact [Stephanie Zinger](#) or [Bonnie Berkemeyer](#)-Muckenthaler.



**September 14, 2021 Minutes**  
**Page 4**

**Insurances** – Doug Merkle announced for those districts that qualified for the 20-21 Wellness Program payouts: Those will happen later in the Fall with all of the other rebates/bonuses from the EPC. For those that manage the Wellness Programs at districts we have been having meetings describing the 21-22 program. By the end of this week, we will have completed all of the Wellness meeting. We will also be hosting Open Enrollment meetings next week for those that manage that at your Districts. This is appropriate as just a refresher and for those that may be handling for the first time.

**LED Lighting & Energy Savings Programs** – [Belinda Kenley](#) of [Energy Optimizers, USA](#) reviewed flyers on [Facility Improvement Projects](#) which include LED & Solar Lighting, Doors/Windows/ Roofing and HVAC Upgrades without needing a levy passed. Please contact [Belinda](#) if you have any questions or if your district is interested in a [free No Cost Energy and Lighting Audit](#).

**Liability Insurance** – Ken Swink reported that Cyber and Excess Property were the big premium drivers for all insurance programs in Ohio this year. The EPC LFP Insurance Program plans to return \$250,000 in earned member equity in November.

**Security Cameras** – Ken Swink reminded members that they may contact Konica Minolta for their Security Camera needs. You may view their most recent flyers on the [EPC Website](#).

**Transportation** – Ken Swink distributed a [list of districts that will be participating](#) in the upcoming EPC Bus Bid Process. The EPC will be meeting with potential bus vendors via Zoom on October 1<sup>st</sup> and the Bus Bid Opening will be at 1:00 pm on October 29<sup>th</sup>. All bid documents will be sent to participating districts electronically for the purpose of side-by-side comparison of bid results. Please remember - any districts that did not participate in this year's bus bid by filling out our survey and/or participating in our Legal Advertisement – you may still use this bid. When we publish our Legal Advertisement, we list each interested district along with the words “and ALL members of the Southwestern Ohio Educational Purchasing Council”. Therefore, ALL EPC Member Districts are covered on the legal advertisement and bid each year. It is necessary for your district to pass a Board Resolution prior to purchasing. You may view [sample Bus Board Resolution language](#) on our website. All EPC Bus Bid Documents may be viewed at [www.epcschools.org/bus.html](http://www.epcschools.org/bus.html). Districts may also view current [Transportation Supply and Bus Camera Pricing](#) on the EPC Website.

**Utilities/Natural Gas** – Ken Swink reviewed an [electricity market slide](#) showing our timing for locking in electricity supply was excellent, and the only brief time the market has been lower was during the end of March 2020 at the beginning of the Covid Pandemic.

**Vehicles** – Ken Swink gave an update on Beau Townsend Ford's current stock. You can reach Mr. Colt Walden at 937-271-9825 or [colt@btford.com](mailto:colt@btford.com).



September 14, 2021 Minutes  
Page 5

**Worker's Compensation** – Doug Merkle reminded the membership that the EPC and Hunter Consulting extended an additional 15% reduction in premium to every member this year.

**2022-3. Motion of Marcus O'Brien, seconded by Curt Bone, that the programs be approved via consent. Motion carried.**

#### DIRECTOR'S REPORT

**Financial Report** – Stephanie Zinger reviewed the financial summary of the general operating fund. The balance of the General Fund as of August 30, 2021 was \$648,856.13. Please [contact Stephanie](#) with any questions or concerns.

**AEPA** – Flyers from the following AEPA vendors were shared: [School Health](#), [Service Master](#), [Capitol Electronics](#) and [Best Plumbing Specialties](#).